LAS Links Barcode Labels (DOE-LASBAR)   **Version 11.20.07**

The purpose of this data collection is to gather student information used to **create bar code labels** that are affixed to the LAS Links test booklets during the spring 2007-2008 testing cycle. The bar code labels will help reduce the time requirements of the test administration and will also ensure more accurate student information. The spring 2008 test window is February 1, 2008 – March 14, 2008.

Audience

Public schools and Charter schools should report data for LEP (Limited English Proficient) students in grades K-12 taking the LAS Links test (as well as any students that scored on Overall Level 5 on LAS Links for the first time in Spring 2007). The Corporation Test Coordinator for your school corporation should assist with the collection of the data.

Instructions

Data submitted on LEP students on the Language Minority and Immigrant Students (DOE-LM) collection for 2007-2008 in September and LEP students submitted on the Pupil Enrollment (DOE-PE) collection for 2007-2008 in October will be available as a downloadable file. Under Administration>Retrieve Student Data, download the LAS Links data file. Add any additional students in your school(s) using File Transfer or go to Data Transfer>Input Form>LAS Links. Use the Input Form to delete records as desired. **If you choose not to download the data, you must transfer a file or use the Input Form to obtain barcode labels for your students**. Transfer the data file to the Application Center under Data Transfer>File Transfer. The file may be any of the formats contained in this document and must contain all the fields in the order described. Review the Data Transfer Log and reports for accuracy. **In addition, students reported in this file must already have an existing STN number in the STN Lookup.**

The **collection period** will begin **December 3, 2007** and last until 4:00 PM on **December 14, 2007.** Electronically report "no records for this school" under Message Center>Collection Management. Signoff is not required.

LAS Links Barcode Data Layout

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
1 A	**School Number**	4	State Assigned School ID **Required Field**: YES	School building where the student is enrolled.
2 B	**Student Test Number (STN)**	9	Official Student Test Number (STN) assigned to student **Required Field**: YES	
3 C	**Teacher Name**	30	Last name and first name if teacher **Allowable Characters Are:** 0 – 9, A – Z, a - z, ' (apostrophe), / (slash), - (hyphen), and Space **Required Field:** YES	This field is used for sorting the booklets. If you have sorting requirements that involve using the Teacher Name then this field MUST contain the teacher name or equivalent (Room 131, etc.). A suggested format: Last Name then First Name **NOTE: No Comma allowed between names.**
4 D	**Future Assignment**	4		
5 E	**Future Assignment**	3		.
6 F	**Spanish Language**	1	Is the students native language Spanish? **Allowable Codes Are:** Y = Yes N = No **Required Field:** Yes	If the LEP student was reported with a Language code of 835 on the DOE-LM, the allowable code is Y.
7 G	**Future Assignment**	20		.

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
8 H	**English/Language Arts Accommodations**	1	**Allowable Codes Are:** Y = Yes N = No Blank or Space = No **Required Field**: If the student is a Special Education Participant, has a Section 504 Plan, or is identified as LEP then this is a required field.	Was this student given any basic skills and/or applied skills testing accommodations in English/language arts that need to be reported? Only students with an IEP, Section 504 plan, or those identified as LEP, should be given accommodations.
9 I	**Mathematics Accommodations**	1	**Allowable Codes Are:** Y = Yes N = No Blank or Space = No **Required Field**: If the student is a Special Education Participant, has a Section 504 Plan, or is identified as LEP then this is a required field.	Was this student given any basic skills and/or applied skills testing accommodations in mathematics that need to be reported? Only students with an IEP, Section 504 plan, or those identified as LEP, should be given accommodations.
10 J	**Science Accommodations**	1	**Allowable Codes Are:** Y = Yes N = No Blank or Space = No **Required Field**: If the student is a Special Education Participant, has a Section 504 Plan, or is identified as LEP then this is a required field.	Was this student given any basic skills and/or applied skills testing accommodations in science that need to be reported? Only students with an IEP, Section 504 plan, or those identified as LEP, should be given accommodations.
11 K	**Grade Level**	2	**Allowable Codes Are:** KG = Kindergarten 01 = Grade 1 02 = Grade 2 03 = Grade 3 04 = Grade 4 05 = Grade 5 06 = Grade 6 07 = Grade 7 08 = Grade 8 09 = Grade 9 10 = Grade 10 11 = Grade 11 12 = Grade 12 **Required Field**: Yes	
12 L	**Special Education Participant**	1	Does this student have an individualized education plan (IEP)? **Allowable Codes Are:** Y = Yes N = No or not applicable **Required Field**: Yes	Is this student officially considered to be participating in a Special Education Program?

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
13	**Primary Exceptionality**	2	Exceptionality area that describes the special education student's **primary** eligibility classification. **Allowable Codes Are:** 01 = Multiple Disabilities 02 = Orthopedic Impairment 03 = Visual Impairment 04 = Hearing Impairment 05 = Emotional Disability (Full Time) 06 = Emotional disability (Other) 07 = Learning disability 08 = Developmental Delay (Ages 3-5A only) 09 = Communication disorder 10 = Mild Mental disability 11 = Moderate mental disability 12 = Severe mental disability 14 = Deaf-blind 15 = Autism spectrum disorder 16 = Traumatic brain injury 17 = Other health impairment Blank or Space = Not Applicable **Required Field: Yes,** If the answer to Special Education Participant is yes, then this is a required field	Local Special Education Directors can provide assistance with this data reporting. Age 3-5A, A 5A student is a student who is not eligible for school because their birth date falls after the official fall enrollment date for Kindergarten for this reporting year Code 13 omitted
M				
14	**Section 504 Plan**	1	Is the student served by Section 504 Plan? **Allowable Codes are:** Y = Yes N = No **Required Field**: Yes	Section504 Plan allows a student that does not have an IEP to take the ISTEP test with accommodations.
N				
15	**Corporation Assigned Student Id**	15	Non-STN identifier assigned to the student by the school or corporation. Can be blank when not applicable **Required Field**: No	This field is for schools that use a locally assigned student id, other than the STN Number, for their local records and would like it included with the ECA information.
O				
16	**Socio-economic Status (SES)**	1	Is the student approved for free or reduced lunch? **Allowable Codes Are:** 1 = Student approved for free Meals/milk 2 = Student approved for Reduced price meals 3 = Student not approved for free or reduced meals/milk **Required Field:** Yes	
P				
17	**First Year Test Taker**	1	Is this the first year the LEP student will be taking the LAS Links test? **Allowable Codes Are:** Y = Yes N = No **Required Field**: YES	
Q				

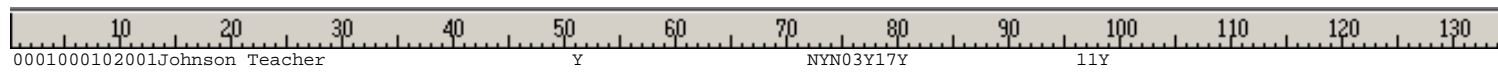# References:

STN Lookup Data Layout – MUST be submitted prior to this collection for students new to Indiana Education system.

Language Minority and Immigrants (DOE-LM) data layout

Example Data File Formats

The following section contains example data files in the allowed comma delimited, positional, and XML formats.

Comma Delimited Format

0001,000102001,Johnson Teacher,,,Y,,N,Y,N,03,Y,17,Y,,1,Y

Positional Format

```
          10        20        30        40        50        60        70        80        90        100       110       120       130
0001000102001Johnson Teacher                              Y                   NYN03Y17Y              11Y
```

E(x)tensible Markup Language (XML) Format

NOTE: All XML layouts require the Corporation ID, which is the state assigned corporation number. 8800 is example only.

```
<XIF_LASData>
        <Corporation Id="8800">
                <School Id="0001">
                        <Student STN="000102001">
                                <SchoolUse Grade="03" TeacherName="Johnson Teacher" StudentId="002012346"
                                        Spanish="Y"/>
                                <Accomodations English="N" Math="Y" Science="N" />
                                <Demographics SpecialEducation="Y" Exception="17" Section504Plan="N"
                                        FirstYear="1" SocioEconStatus="1" />
                        </Student>
                </School>
        </Corporation>
</XIF_LASData>
```

Change History

The following section contains a history of changes made to the LAS Links Barcode ,Data Layout from the prior version.

Version Number	Notes
11.20.07	New collection
	Start of 07-08 Collection